



## CITY OF SAN JOSÉ, CALIFORNIA

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801 North First Street, Room 116  
San José, California 95110  
Telephone (408) 277-4429  
FAX (408) 277-3285

### CIVIL SERVICE COMMISSION

Bill Brill, Chair  
Sharon L. Hightower, Vice Chair  
Dave Busse  
Richard J. Giovannetti  
Leon Louie

## SYNOPSIS CIVIL SERVICE COMMISSION

TO ARRANGE AN ACCOMMODATION UNDER THE AMERICANS WITH DISABILITIES ACT TO PARTICIPATE IN THIS PUBLIC MEETING, PLEASE CALL (408) 277-4429 OR (408) 998-5299 (TTY) AT LEAST 48 HOURS BEFORE THE MEETING.

**Agenda Closing 12:00 Noon Wednesday  
Eight Days before Commission Meeting**

**4:00 p.m. Council Chambers – Room 205 September 2, 2004**

### ORDER OF BUSINESS

#### ROLL CALL

Present: Commissioners Busse, Giovannetti, Hightower, Louie, and Brill  
Absent: None

#### ORDERS OF THE DAY UNANIMOUSLY ADOPTED AS AMENDED

Presiding Officer Hightower requested that the adjournment to September 13, 2004 for the appeal of demotion of Richard Stahlberger be placed at the beginning of Item #3, Hearings to be scheduled, as she will be unavailable on that date and a new hearing date will need to be selected. Ms. Hightower also requested that Adjournment be changed to indicate the Commission will adjourn to September 2, 2004 at 4:30 p.m. to Room 117 to continue deliberations in the appeal of Manuel Guerrero, Police Officer.

#### CONSENT CALENDAR UNANIMOUSLY ADOPTED AS AMENDED

Commissioner Hightower requested the minutes of June 29, 2004, June 30, 2004 and July 28, 2004 be removed and continued to October 7, 2004.

## **CONSENT CALENDAR (Cont.)**

### **1. Information Only**

- a. Hiring Summary – Memorandum from Employee Services Department (ES) dated August 25, 2004 listing complaints about hiring issues and a summary of hiring activity for the period July 4, 2004 through July 31, 2004, was filed.

### **2. Minutes of July 27, 2004, August 5, 2004 and August 12, 2004 were approved. Minutes of June 29, 2004, June 30, 2004, and July 28, 2004 were deferred to October 7, 2004.**

## **END OF CONSENT CALENDAR**

### **3. Hearings scheduled:**

- a. The appeal of demotion of Betty Keith, Recreation Superintendent (3129) was scheduled for October 27, 2004 at 6:30 p.m. Written time waiver filed. Deferred from August 5, 2004. Presiding Officer Hightower requested that both parties participate in a prehearing telephone conference with her one week prior to the hearing. (Gurza/Cohn)
- b. The appeal of dismissal of Victor De La Cerda, Maintenance Worker II (3114) was continued to October 7, 2004. Presiding Officer Hightower indicated correspondence was received from Mr. Highbaugh withdrawing union representation. The Commission secretary was directed to send appellant notification advising him that if he does not appear on October 7, 2004 to explain his absence and to set a hearing date, the appeal will be dismissed. Deferred from August 5, 2004. (Dodson/De La Cerda)
- c. The appeal of demotion of Richard Stahlberger, Electrical Maintenance Supervisor (3155) originally scheduled for September 13, 2004 was rescheduled to October 26, 2004 at 6:30 p.m. Presiding Officer Hightower requested that both parties participate in a prehearing telephone conference with her one week prior to the hearing. (Gurza/Stahlberger)

### **4. Discussion held regarding necessary actions to make appointments to the City Council Salary Setting Commission for terms beginning January 1, 2005.**

### **5. Monthly verbal report of the Employment Oversight Committee (EOC). There was no report.**

## **ORAL PETITIONS**

None.

**ADJOURNED** at 4:15 p.m. to 4:30 p.m. September 2, 2004 in Room 117 to continue deliberations in the appeal of Manuel Guerrero, Police Officer. (Hopper/Brown)